



EVENT RENTAL RATES 2019-2020 Season

ITEM	COST	NOTES
SPACE RENTAL FOR CLOSED EVENTS (Rehearsals, Workshops/Classes, Meetings, Birthday Parties, etc)		
MainStage	\$50/hour	Includes house lights or a single stage wash and a basic sound system
Underground Stage	\$25/hour	Includes house lights or a single stage wash and a basic sound system
Building Rental	\$65/hour	For theatrical use of performances in both spaces
Gabriel's Corner	\$15/hour	Includes house lights or a single stage wash but NO sound system
SPACE RENTAL FOR OPEN EVENTS (Performances, Parties, Public Gatherings, etc)		
MainStage	\$100.00/hour	Includes use of Underground as Lobby area
Underground Stage	\$50.00/hour	Includes use of MainStage dressing rooms, if needed and available
MainStage & Underground Stage	\$125.00/hour	For theatrical use/performances in both spaces
Gabriel's Corner	\$30.00/hour	
STAFFING COSTS FOR CLOSED EVENTS		
House Manager/Staff on Site (Included)	\$0.00/hour	Up to FIVE hours (per day) included in rental cost
House Manager/Staff on Site (Overtime)	\$5/hour	For every hour after FIVE hours (per day)
STAFFING COSTS FOR OPEN EVENTS		
House Manager/Staff on Site (Included)	\$0.00/hour	Up to FIVE hours (per day) included in rental cost
House Manager/Staff on Site (Overtime)	\$15/hour	For every hour after FIVE hours (per day)
Box Officer	\$15/hour	MUST be called 1.5 hours prior to performance, will clock out once show begins
Bartender	\$12.50/hour	MUST be called 1.5 hours prior to performance, will clock out 30 minutes following end of event; Bartender keeps ALL tips
Lighting Technician	\$25/hour	Includes writing cues and running board for tech rehearsals and performances, does NOT include implementing changes to the existing light plot
Sound Technician	\$25/hour	Includes writing cues and running board for tech rehearsals and performances, does NOT include implementing changes to the existing sound plot
Dual Technician	\$40/hour	If simplicity of cue-ing means 1 individual can manage Lights and Sound
Stage Manager	\$25/hour	ONLY if provided by Know Theatre
Other Staffing	~VARIABLE~	To be determined by special requests
OTHER COSTS		
Bar Closed Fee	\$300	ONLY if event wishes bar to remain closed -- if not, Know Theatre operates bar as usual; Know Theatre CANNOT share or split any bar proceeds with event rentals
Ticket Sales thru VBO	\$1/ticket + 3.5% of all Credit Card sales	ONLY if event is ticketed by Know Theatre; exact fees determined following event's complete conclusion (paperwork provided)
Lighting Plot Changes	\$25/hour	Incurred if significant changes are required to the standard lighting plot; on top of Technician fee
Sound System Changes	\$25/hour	Incurred if significant changes are required to the standard sound plot; on top of Technician fee
Lobby Layout Changes	\$50+	Incurred if changes to the layout of furniture and seating in the Underground must occur. Accounts for set-up and reset after event, varies based on complexity.
MainStage Preparation	\$150+	Incurred if special preparation of our MainStage space is required; including, but not limited to: cleaning, set strike, resetting drapes, changing seating layout...